

Statement of Deficiencies

5305-E: State Fire Marshal

Not Met

State Approval Date :

Findings/Corrections

5305.E. The Provider lacked documentation of a current annual fire safety inspection and approval from the Office of State Fire Marshal.

5311-A: Personnel Records

Not Met

Findings/Corrections

5311.A.5. Documentation of a satisfactory criminal record check, as required by Louisiana R.S. 15:587.1, was not available for staff. Documentation of submission **was** available. Provider shall request this clearance prior to the employment of any center staff. A criminal record clearance is not transferable from one employer to another.

5312-A: Orientation Training

Not Met

Findings/Corrections

5312.A. Provider lacked documentation that staff received orientation within one week of employment and prior to having sole responsibility for a group of children to include training in the following topics:

Center policies and practices including health and safety procedures;
Emergency and evacuation plan;
Supervision of children;
Discipline policy;
Job description;
Individual needs of the children enrolled;
Detecting and reporting child abuse and neglect;
Current Child Day Care Class "A" Minimum Licensing Standards;
Confidentiality of information regarding children and their families.

Orientation training did not include documentation of the 4 days supervised work with children.

Documentation shall consist of a statement/checklist in the employee record signed and dated by the employee and the Director attesting to having received such orientation training and the dates of the supervised work with children.

5312-C: Annual Review

Not Met

Findings/Corrections

5312.C. Provider lacked documentation that staff have annually reviewed the following topics:

Center policies and practices including health and safety procedures;
Emergency and evacuation plan;
Supervision of children;
Discipline policy;
Job description;
Individual needs of the children enrolled;
Detecting and reporting child abuse and neglect;
Current Child Day Care Class "A" Minimum Licensing Standards;
Confidentiality of information regarding children and their families.

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5312-D: Continuing Education

Not Met

Findings/Corrections

5312.D.1. There was no documentation that paid and non-paid staff who are left alone with children, or who have supervisory or disciplinary authority over children have obtained 12 clock hours of approved training per center's anniversary year. This is in addition to the required training from the Department of Health, Pediatric First Aid and Infant/Child/Adult CPR.

5331-J: Safety Inspection

Not Met

Findings/Corrections

5331.J. The Provider did not have a statement signed by the contract agency's representative verifying that the contracted vehicle used has a current safety inspection.

5331-K: First Aid Supplies

Not Met

Findings/Corrections

5331.K. The Provider did not have a statement signed by the contract agency's representative verifying that the contracted vehicle was equipped with first aid supplies for daily transportation; field trips.

5331-L: Identification Information in Vehicle

Not Met

Findings/Corrections

5331.L. The Provider did not have a statement signed by the contract agency representative verifying that the contracted vehicle(s) used for daily transportation; field trips contained information in each vehicle identifying the name of the Director and the name, telephone number and address of the center for emergency situations.

5337-A: Contract for Transportation

Not Met

Findings/Corrections

5337.A. The Provider contracted for transportation and there was not a dated, time limited contract signed by the provider and a representative of the transportation agency outlining circumstances under which transportation will be provided that includes:

- Transportation arrangements shall conform to state laws, including seat belts and child restraints;
- Only one child shall be restrained in a single safety belt;
- The driver or attendant shall not leave the children unattended in the vehicle at any time;
- Each child shall safely board or leave the vehicle from the curb side of the street and / or shall be escorted across the street;
- The vehicle shall be maintained in good repair;
- The use of tobacco in any form, use of alcohol and use or possession of illegal substances or unauthorized potentially toxic substances, firearms, pellet or BB guns (loaded or unloaded) in any vehicle while transporting children is prohibited;
- The number of persons in a vehicle used to transport children shall not exceed the manufacturer's recommended capacity;
- The Provider shall maintain a copy of a valid appropriate Louisiana driver's license for all individuals who drive vehicles used to transport children;
- The Provider shall maintain a copy of the contractor's current commercial liability insurance for the operation of the vehicle(s) ensuring medical coverage for children in the event of accident or injury;
- The vehicle shall have evidence of a current safety inspection;
- There shall be first aid supplies in each vehicle,
- There shall be information in each vehicle identifying the name of the director and the name, telephone number and address of the center for emergency situations.